### **REAFFIRMATION AGREEMENT**

- \* Click **Bankruptcy**.
- \* Click Creditor Claim Actions.
- \* At the next screen, enter your Case Number.
- \* Click **Next**.

The Document Selection screen appears as shown below.



- \* Select **Reaffirmation Agreement**.
- \* Click **Next**.
- \* At the next screen, verify your Case Name and Number.
- \* Click **Next**.

The **PDF Selection** screen appears as shown below.

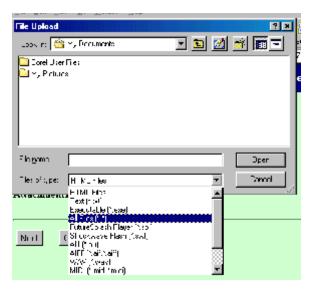


You must locate, preview and associate the PDF file.

\* Click the **Browse** button.

The File Upload screen appears as shown below.

\* Click the down arrow to the right of the **Files of type** field as shown.



- \* In the drop-down box, click on **All Files(\*.\*)**.
- \* Locate the appropriate PDF file.

# NOTE: Always preview a file before you associate it with the docket entry.

\* To preview the file, right click on the file.

A drop-down menu as shown below will appear.



\* Click **Open** on the drop-down menu to view the file.

The following screen will flash as Adobe Acrobat Reader opens.



The selected file will open with Adobe Acrobat Reader.



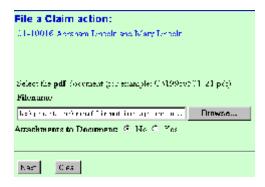
- \* Check the file to confirm that it is the correct one.
- \* Close Acrobat Reader by clicking the **X** on the (dark blue) Adobe Title Bar.

This will bring you back to the File Upload window.

\* Double click the PDF file or click the **Open** button as indicated in the File Upload window below.



This associates the PDF file with the docket entry as shown in the screen below.



## \* Click **Next**.

The Modify Text screen appears as shown below.



\* In the second text box, type the creditor's name as shown below.



### \* Click **Next**.

The Final Text screen appears as shown below.



\* If it's correct, click **Next**.

## The Notice of Electronic Filing appears as shown below.

```
File a Claim action:
01-10116 Abrahan Lincoh, and Mary Lincoh.
Dolice of Electronic Eding
The following transaction was received from Costly, Eurod trate off on 34, 3/2 (02 at 12,09 PM CST and filed on 34, 30
Case Name: Alaskin, Lincoln and Mary Lincoln
Page Number: 01-10016
Durament Number: 100
Docket fest:
Resfirmation Agreement Botween Dootst and Manage's Pinagestal Somest (Crotty, Horod)
The followand document(s) are associated with this transaction:
Document description: Man Document
Original filename: 1 /oraphod/reaffirmabonageocorbit BDF
Electronic document Stamp:
[STAMP]:kettStam. | ID=90065;4-0 | Dats=91094000| | Helbingte =14004-0 |
01 10016 Notice will be electronically mailed (a:
Esty Crotty | herot.y@mail.com
His Costry - moretty@woodd.com,
01-10016 Profice will not be electronically mailed to:
, de Flocker
2888 Cld Glory Rose
Hew Orleans, LA 70123.
Allin Harkey
Seale Da gle & Ross
11750 Bricksome Avo
Suite B
Baton Ruspe, 18, 70000.
Chertook Lobres
3496 Morth Causeway Bizo
Metana, LA 70002
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